



DEPARTMENT OF THE NAVY
NAVAL FACILITIES ENGINEERING COMMAND
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IN REPLY REFER TO
ACQ 021
21 Jan 00

MEMORANDUM FOR NAVFAC ACQUISITION PERSONNEL

Subj: CHANGE TO THE P-68 RELATING TO THE PERFORMANCE MEASUREMENT
AND ASSISTANCE PROGRAM (00-02)

Encl: (1) P-68 Change

1. Subpart 1.691 of the NAVFAC Contracting Manual (P-68) has been revised to further delineate the purpose of the NAVFAC Performance Measurement and Assistance Program (PMAP) and include the requirement for each contracting organization to develop and maintain a Quality Management Plan (QMP).
2. The coverage provided in enclosure (1) is hereby incorporated into the P-68 and will be reflected in the P-68 Online.

A handwritten signature in black ink, appearing to read "Michael F. Howard", is positioned above the printed name.

MICHAEL F. HOWARD
Director, Strategic Management/
Community Management Section

1.691 (NAPS 5201.691) Procurement Management Oversight.

1.691-2-100 NAVFAC Performance Measurement and Assistance Program (PMAP).

(a) The procurement management oversight process employed by the NAVFAC Performance Measurement and Assistance Program (PMAP) shall:

- (i) Focus on improvement in all phases of the procurement process
- (ii) Identify problems early in the acquisition cycle
- (iii) Provide for a feedback system to a contracting activity which provides timely information to all organizational levels. Feedback should address strengths, weaknesses, and significant findings. EFD/EFA PMAP Program Managers will determine the adequacy of initiatives taken to resolve quality issues identified through the feedback system.
- (iv) Increase/decrease the level of oversight required based upon a contracting activity's proficiency, quality and business considerations.
- (v) Encourage sharing of best practices/processes and "lessons learned."

(b) All NAVFAC Performance Measurement and Assistance Program (PMAP) on-site visits shall be scheduled and conducted in accordance with the current NAVFAC PMAP Guide. See P-68 Appendix A for reporting requirements.

(c) EFDs/EFAs shall submit an annual summary of relevant findings (best practices, deficiencies, recommendations, etc.) from the results of the previous fiscal year's PMAP on site visits. See P-68 Appendix A for reporting requirements.

1.691-2-101 Quality Management Plan.

(a) Each contracting organization shall be responsible for developing and maintaining a Quality Management Plan (QMP). The purpose of the plan is to assure that each contracting organization has in place an effective management control system to assure quality, accountability, and integrity of the procurement process.

(b) The QMP and substantial revisions thereto shall be submitted by the contracting organization to the cognizant EFD for review.